

Council Approved

ASFC 88-5M

CONCORDIA UNIVERSITY

Council of the Faculty of Arts and Science

Minutes of the meeting held on Friday, May 13, 1988

Present: C. Bertrand, Chair; B. Spanos; R. Martin; J. Appleby; P. Albert; D. Dicks; F. Shlosser; J. Gavin; R. Cronin, s.j.; R. Pallen; D. Brown; D. Murphy; W. Knitter; G. Auchinachie; R. Kilgour; L. Van Toch; M. Marlow; K. Mukherji; G. Decarie; J. Locke; W. Byers; C. Barton; S. Dubas; D. Salee; T. Arbuckle-Maag; M. Oppenheim; J. Drysdale; J. Ryan; G. Trudel; H. Shulman; C. Davis; D. Shapiro; R. Seppanen; A. Macpherson; S. Maguire; R. Orr

Regrets: G. Valaskakis; J. McGraw; G. Szamosi; J. Bardis; M. Clarke

Absent: M. Anvari; H. McQueen; F. Mueller; L. Crysler; G. Newsham; W. Hooper; M. Verthuy; D. White; K. Adler; C. Buttner; D. Jean; K. Johnston; J. King; S. Kugan; A. Madsen; S. O'Hara; L. Piovesan; M. Valihora; P. Taslimi

Guests: A. Mate; M. Cohen; Library

Documents considered and distributed at this meeting:

ASFC 88-5M-A Academic Performance Requirements in Arts and Science

ASFC 88-5M-B Undergraduate Student Representation on Arts and Science Faculty Council

ASFC 88-5M-C Report 60U: 1989-90 Undergraduate Curriculum Course Change Proposals, Part II  
(C7 to C51)

ASFC 88-5M-C Report 61G: 1989-90 Graduate Curriculum Course Change Proposals, Part II  
(C8 to C15)

ASFC 88-5M-D Robert's Rules of Order

ASFC 88-5M-F List of Nominations for ASFC Elections

1. Call to Order

The meeting was called to order at 0941 hrs.

2. Approval of Agenda

88-5-1 It was moved and seconded (Dubas/Shulman) that the agenda be approved.

CARRIED

3. Approval of Minutes of April 8, 1988

88-5-2 It was moved and seconded (Pallen/Shapiro) that the Minutes of April 8, 1988, be approved.

CARRIED

4. Mr. A. Mate, Director, Libraries, and Dr. M. Cohen, Collections Development and Management Librarian

The Chair explained that Mr. Mate and Dr. Cohen had been invited to respond to questions from Council rather than give a presentation.

Concern was expressed (Auchinachie) regarding the fact that the new library system was use-driven, instead of enrolment-driven, and when originally presented to Council it had been requested that departments receive regular (quarterly) reports; these reports have not been forthcoming. In response Mr. Mate stated that the "use-driven" formula is applied once a year, and therefore quarterly reports are not possible.

It was clarified (Auchinachie) that the primary concern was the issue of how funds are allocated to departments. When the system was "enrolment-driven" departments had some idea of what their "share of the pie" would be. Now the system seems more complex and departments no longer know why, for example, History gets a 15% inflation factor while English gets 1.5%.

In response it was clarified (Mate) that statistics could be provided at the end of the year.

It was stated (Orr) that a recent memo from The Canadian Association of Libraries (CAL Stats) revealed that Concordia University (when compared to other canadian universities) had the lowest portion of its budget allocated to its Library. This is particularly distressing at a time when the University is in the process of building new libraries. It was asked (Orr) whether more money will be allocated to the Library. Research

The response (Mate) was that the CAL Stats were only indirectly related to allocation. The major problem is that the University suffers as a whole due to the lack of funding, and the application of an allocation formula does not "print money".

It was determined from further discussions that not every department had received the information on the breakdown of its allocation, and the Dean requested from Mr. Mate that this information be forwarded to the Dean's Office, from where it will be distributed to the departments.

The Library representatives were advised (Arbuckle-Maag) that the anglophone universities in Quebec were the only ones who did not respond to a request for information on library allocations for the études sectorielles preliminary report.

The Library's response (Cohen) was that this information had been provided.

In response to a question (Maguire) regarding the effect of the new copyright laws, Council was informed (Mate) that costs to the Library would increase anywhere from 10% to 15%, which would probably be added to the subscription price of periodicals. This would allow users to photocopy. This increase in cost would be charged to the acquisitions budget.

When asked to explain (Auchinachie) what the Library was going to do with the extra one million dollars they had been given for acquisitions, the response (Mate) was that they would try to maintain the status quo as far as buying power was concerned. It is hoped that serials holdings would be maintained at their current level, perhaps for as long as five to seven years.

The Dean thanked the Library representatives for their cooperation and for attending the meeting.

## 5. Chairperson's Remarks

1. The Chair opened his remarks by addressing the issue of the CUFA Newsletter article on salaries. He explained that the article was based on incomplete information, and a number of variables had not been included, rendering the figures meaningless. He assured Council that when salary evaluations are done, with all variables considered, most people are much closer to the "mean" than the article would indicate.

When asked (Knitter) whether alternative figures could be supplied, the Dean agreed to follow up the matter.

2. In response to the issue of classroom noise, raised at the last meeting, the Dean informed members that any instructor who has such a problem should contact Mary Tarlton of the Registrar's Office. Provided that space is available, the class will be moved. Every effort will be made by the Registrar's Office to remedy the situation.
3. With regard to the question of Entry Scholarships, the Dean informed Council that Roger Cote had agreed to provide a breakdown of recipients, as well as the number of applicants by Faculty. When asked (Shulman) if the information could be more detailed than that (perhaps by Department) the Dean said he would request it.

4. In connection with the document ASFC88-5M-D distributed at Council by Dr. Brown, the Dean explained that he had contacted the Secretary General of the University, and was informed that there was no specific procedure for rules of order in the various University bodies. The Dean added that he would write to the Rector and ask him to institute a study to see whether or not the university should follow one specific set of rules of order.

6. Questions/Announcements

1. On the subject of the CUFA article on salaries, further clarification was requested (Oppenheim) regarding the difference in salary levels between Arts and Science and, for example, Commerce and Administration.

The Dean stated that there were bound to be certain "market driven" situations in a capitalist society. There are some departments, even in Arts and Science, where the salaries are markedly higher than in others. He cited Economics, Mathematics, particularly Actuarial Mathematics being very high, and History and Religion, as being very low. This same problem exists in Commerce, as well as in some areas of Engineering.

2. In response to a question (Auchinachie) regarding whether the budget had been decreased, the Dean stated that the general share of the Arts & Science Faculty has not gone down; it has stayed where it has been for the past two years. The Arts and Science Faculty budget had decreased in the area of developmental money. The Dean had asked for half a million dollars, and will receive about \$260,000. When the indexing is completed, the increase in the non-salary part of the budget, the operating budget, will amount to about 1%, which is far below the rate of inflation.
3. A question was raised (Albert) with regard to the NSERC Undergraduate Summer Awards, who had authorized Mr. Cote's Office to take over the distribution of these Awards. Previously applications were considered by the Dean's Office, in consultation with the Chairs of the Departments concerned. In response the Dean explained that the Departments ranked the candidates, sent these rankings to the Dean for consideration, but they had always been distributed from Cote's Office. He agreed to investigate the matter further.
4. In response to a question (Ryan) regarding what appeared to be an unusually high proportion of Exercise Science students who receive scholastic awards at an awards ceremony, the Dean agreed to see if he could obtain further data.
5. In response to a question (Maguire) regarding the academic materials fee; and what it was designed to cover, the Dean explained that if a Professor assigned work from an article that was available in the library this would be considered part of the academic materials fee, however if such material replaces a text book it would not be covered by the academic material fee.

7. Business arising from ASFC minutes of April 8, 1988

a) Elections to various committees (Document ASFC 88-5M-F)

**Arts and Science Committee to Supervise Elections**  
(three positions, one-year term)

R. Cronin, s.j.	Biology	Elected	(1988-89)
V. MacNamara	Philosophy	Elected	(1988-89)
A. Newell	English	Elected	(1988-89)

**Arts and Science Curriculum Committee**  
(two positions, three-year term)

A. Galler	Library Studies	Acclaimed	(1988-91)
D. Sheps	English	Acclaimed	(1988-91)

**Committee on General Education**  
(three positions, one-year term)

G. Auchinachie	English	Acclaimed	(1988-89)
P. Widden	Biology	Acclaimed	(1988-89)
F. Krantz	History	Acclaimed	(1988-89)

**Faculty Honours Committee**  
(two positions, two-year term)

M. Herrington	Biology	Elected	(1988-90)
N. Taylor	Psychology	Elected	(1988-90)

**Student Request Committee**  
(one position, two year term)

J. Locke	Library Studies	Acclaimed	(1988-90)
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**Arts and Science Faculty Panel (Academic Regulations Regarding Cheating)**  
(one position, two-year term)

D. Laskey	Philosophy	Acclaimed	(1988-90)
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**Arts and Science Faculty Committee on the Status of Women**  
(three positions, one-year term)

M. Brian	Mathematic	Elected	(1988-89)
S. Mullett	Philosophy	Elected	(1988-89)
M. Petrie	TESL	Elected	(1988-89)

**Board of Graduate Studies**  
(four positions, three-year term)

N. Belmore	TESL	Acclaimed	(1988-91)
J. McIntosh	Economics	Acclaimed	(1988-91)
E. Cohen	Mathematics	Acclaimed	(1988-91)
D. Pechter	English	Acclaimed	(1988-91)

**University Senate**  
(three positions, three-year term)

D. Dicks	Education	Acclaimed	(1988-91)
T. Arbuckle-Maag	Psychology	Acclaimed	(1988-91)
D. Sheps	English	Acclaimed	(1988-91)

**University Library Committee**  
(three positions, one, two and three-year term)

A. Galler	Library Science	Elected	(1988-91)
D. White	Psychology	Elected	(1988-90)
S. Misra	Physics	Elected	(1988-89)

The Dean thanked G. Trudel for his assistance in counting the ballots.

Council was asked (Shlosser) to permit the Chair of the Arts and Science Faculty Panel to accept two student volunteers on the panel (the students originally appointed had left) to make possible the hearing of four cheating cases, the term to run from now until the end of July. Permission was granted.

b) Student Representation on Faculty Council

Council had received document ASFC 88-5M-A regarding the composition of Faculty Council. It was argued (Orr) that because there had been an increase in the proportion of non-student groups the addition of one student seat was justified.

88-5-3

It was moved and seconded (Orr/Maguire) that:

- 1) The Dean's Office propose an updated version of Document ASC 80-4-D14 for consideration by Council
- 2) This updated version of Document 80-4-D14 increase the undergraduate student representation from 16 to 17 representatives.

It was stated (Pallen) that only recently Council was discussing the reduction of its composition to a more manageable size, and he was not inclined to support a further increase.

It was generally felt that arguments based on numbers were "unconvincing and un compelling" (Knitter).

Vote: NOT CARRIED. Motion failed.

#### Academic Performance Requirements in Arts and Science

- c) Document ASFC 88-5M-A was addressed (Dicks). It was stated (Dicks) that the Curriculum Committee had spent a good deal of time looking at the way other Universities handled their GPA requirements. Council members were advised (Dicks) that they should forward any suggestions to the Vice-Dean, Curriculum, in writing.

#### 8. New Business

##### Report 60U: 1989-90 Undergraduate Curriculum Course Change Proposals, Part II

- 88-5-4 It was moved and seconded (Dicks/Trudel) that Report 60U, Part II, be accepted, with exceptions as specified.

Applied Social Science (C-7) - basically some modifications to the existing programmes; changes to course descriptions and prerequisites.

Biology (C-9) - split of a six-credit course (BIOL 348) into two three-credit courses which changes the way the programmes are listed. One new course - BIOL 357.

Classics (C-12) - modifications to existing programmes to incorporate courses from Philosophy and Art History.

It was stated (Arbuckle-Maag) that Council had at one time discussed the difference between an Honours Programme and a Specialization Programme. The general view of Council at that time was that an Honours programme should include something qualitatively different rather than simply maintaining a higher grade point average.

In response (Brown) it was pointed out that at Stage I the Honours Programme consists of twenty-one credits while the Specialization consists of fifteen credits. Because of the small number of students in the programme it was felt that academic rigour could be maintained by means of tutorials. There are also requirements in the way of papers and research. It was felt that the programmes should allow students to go from the Honours to the Specialization or vice versa. It was reiterated that the Honours Programme was considerably more rigorous than the Specialization.

It was pointed out (Drysdale) that it is almost essential to have identical first stages because Honours students are not identified until after the completion of Stage I. The differentiation should come in Stages II and III.

It was further stated (Dicks) that the difference between a thirty-six, forty-two and forty-eight credit Major was often due to the necessity to cover material from another field. In the case of Classics there is the study of a different language.

It was suggested (Shlosser) that the Classics Department might want to consider an Honours Thesis Option in their Classical Studies Programme to differentiate it from the Classical Philology Programme.

Economics (C-15) - two new courses proposed; both courses had been offered as slot courses over the past few years and have been very successful.

There was a question (Maguire) whether these courses would be accompanied by the notation that "students who have received credit for Economics 498A - Income Distribution - may not take this course for credit."

The Dean agreed that such warning should be added.

Education (C-16) - a change in course description (EDUC 445) and the addition of a prerequisite.

English (C-17) - the proposal deals with changes in the programmes themselves as well as changes in the organization of the courses.

It was asked (Bertrand) if ENGL 208 was to be deleted from this submission, and the response (Dicks) was yes.

#### English 208 was added to the list of exceptions

Exercise Science (C-25) - the main change in this proposal concerns the former Specialization in Exercise Science which will now be offered as a B.Sc Honours in Exercise Science. It was clarified (Dicks) that this change would address the specific problem regarding the performance standard required in the final component of the programme, the internships. The Department feels that only the very best students should be eligible for the limited number of internship positions, and that the majority of the students in their programme should in fact be in the Major. It has been suggested to the Department that the fifth option, the General Option, be listed as a Specialization, to allow students who do everything else, to graduate with sixty to sixty-three credits, in lieu of doing the internship. It would allow students who cannot meet the performance standard to graduate with a good course package.

It was felt (Arbuckle-Maag) that changing a Specialization Programme to an Honours Programme in order to have a grade point average requirement seemed contrary to the notion of Honours. If the problem is space in the internship component entry should be restricted.

In response (Dicks) it was pointed out that the objective was to ensure that the students who graduate with the degree BSc -Athletic Therapy Option were the best qualified - a question of quality control rather than number of places.

It was pointed out (Pallen) that Chemistry required students to complete a Research Project; students have to meet certain performance requirements in a number of core courses to enrol in the Research Project; without the Research Project students cannot get a Specialization. Thus the quality of students is assured.

Concern was expressed (Arbuckle-Maag) regarding the cost effectiveness of the change.

In response it was stated (Dicks) that the change would not result in a significant impact on finances.

Exercise Science Proposal added to list of exceptions.

Geography (C-29) - this proposal would include significant changes in the programme components.

It was pointed out (Barlow) that the main aim was to increase departmental flexibility in the face of increasing enrolments and reduced teaching loads. Many changes exist to ensure that the course numbers correspond to actual courses in the Calendar.

It was asked (Mukherji) whether there had been any consultation regarding the inclusion of GEOL 212 in the B.Sc. - Specialization in Geography - Environmental - and what the relevance between invertebrate paleontology and environmental geography was.

It was stated (Barlow) that this was not a new course, but had been there for seven or eight years.

It was suggested (Mukherji) that the Department consider substituting some other course.

Journalism (C-32) - the major change concerns making JOUR 446, compulsory in all programmes.

Leisure Studies (C-34) Proposal to be added to list of exceptions.

Physics (C-39) - reorganization of courses.

Political Science (C-41) - some modification to the Honours, discontinuation of the Joint Honours in Political Sociology. Mostly a matter of reorganizing and bringing the curriculum up to date.

The question of prerequisites and their listing was raised (Drysdale). Concern was expressed (Maguire) regarding the need for prerequisites for 300 level courses as their imposition limits a student's options.

The Dean explained that this was not a new addition, and thus was not open for a debate today. The prerequisites are listed in the Calendar.

It was pointed out (Maguire) that the Calendar states "Courses in the 200 and 300 range are open to all Political Science students and students in other Departments."

The Dean agreed that a number of questions remained unresolved in the Political Science proposal.

Political Science Proposal added to the list of exceptions.

Sociology (C-46) - the changes concern the introduction of stages, and the deletion of the BA Honours in Political Sociology already dealt with.

Teaching of English as a Second Language (C-48) - changes consist of changes in "notes", restricting the programmes in which courses may be credited, and a change in the prerequisite for TESL 324.

TESL 386 added to the list of exceptions.

Liberal Arts College (C-50) - one new course LBCL 491, change in title, and the addition of a "note".

Lonergan University College (C-51) - one new course LUCC 200.

VOTE: CARRIED

Report 61G: 1989-90 Graduate Curriculum Course Change Proposals, Part II

88-5-5

It was moved and seconded (Dicks/Maguire) that Report 61G, Part II, be accepted without exceptions.

Education (C-8) - changes in the requirements for the Diploma in Early Childhood Education; the crosslisting of courses between the MA in Educational Technology and the Diploma in Instructional Technology; the deletion of courses, and the inclusion of the "C" rule in the Diploma programmes as well as in the PhD in Educational Technology.

The uniform application of the "C" rule in the Faculty was questioned (Byers).

It was explained (Dicks) that the BGS rules allow Diploma Programmes to set up whatever standards they wish. The "C" rule for Masters Programmes, as well as for the PhD in Educational Technology already exist.

Concern was expressed (Martin) regarding academic performance standards being applied when no Calendar entry exists. There is a potential for legal problems if these rules are not published. Graduate Studies might consider some kind of standardization.

Vote: CARRIED

## 9. Format of ASFC Minutes

The Dean explained that this was a topic that had gone from Council to Steering Committee and is now being returned to Council. Steering Committee members did not want to decide on the issue, they felt that Council ought to decide for itself what style of minutes it wished to have.

The choices were set out (Arbuckle-Maag) in three styles:

- (a) Hansard style - where every word, every nuance, is recorded;
- (b) Senate style - a limited presentation of the comments of the meeting, and a focus on those matters that represent the business that transpired-the motions passed, giving just enough of the debate to give the context in which those motions were passed.
- (c) Something in between.

It was further stated (Arbuckle-Maag) that the responsibility of the selection of how much to leave in and what to take out, falls upon the person responsible for the Minutes; and that person should be provided with more explicit instructions as to what Council wishes to have. One should be aware of the cost of preparing the minutes in a Faculty where time and non-salary budget items are both important. It is not a worthwhile cost if Council does not want or need detailed Minutes. This is basically why Steering Committee felt it could not make the decision.

It was suggested (Shulman) that perhaps a compromise system be worked out, where Council would have a shorter version of the Minutes, but any member of Council could ask to have his/ her comments noted, and a more complete record available.

This suggestion was endorsed (Ryan), as the recording of subsidiary discussions helped one understand the dynamics of the meeting.

It was agreed (Oppenheim) that some middle ground should be considered. Sometimes the discussion of a motion, immediately before its passage, is very important, particularly for other bodies or parts of the University.

The Dean pointed out that when matters are sent on to other bodies from Council all that is sent is the motion. However he did have a sense of what Council wanted - a middle ground, a "précis", with speakers identified.

Another member (Auchinachie) pointed out that occasional attribution with the prerogative of the secretary to summarize, and some sense of any dynamic opposition seemed the best route.

The Dean commented that Steering Committee would have to take this discussion under advisement.

10. Other Business

The ESL issue was raised (Orr) for discussion. Council was asked if matters could be expedited by sending an amended motion that was more technically readable, even though everyone knows what the problem is.

The Dean replied that this would be possible, but he believed that the motion would not get to the floor of Senate because of Item (c) of the motion (Motion 88-4-11).

In response to a question (Auchinachie) regarding grades not being posted on the Loyola Campus, it was explained (Martin) that this was due to space limitations and fire regulations. A central posting location has never been available on the Loyola Campus, but departments have been good about posting their grades. One solution might be a technological one - grades available by telephone, or, as is the case for Graduate grades, make them available on a PC in the Norris Building.

11. Next Meeting

Tuesday, May 24, 1988, at 09:30 hrs, in AD-131, Loyola Campus.

12. Adjournment

88-5-5

It was moved and seconded (Decarie/Trudel) that the meeting be adjourned at 1233 hrs.

CARRIED